

**AGENDA
LEBANON CITY COUNCIL
AUGUST 2, 2017**

7. PUBLIC HEARING:

**7.A – PUBLIC HEARING TO AMEND ORDINANCE NO. 18, SALARY PLAN,
ARTICLE II, NON-AFFILIATED EMPLOYEES TO INCLUDE
THE POSITION OF ENERGY & FACILITIES MANAGER**

A public hearing for the purpose of receiving public input and taking action to amend Ordinance No. 18, Salary Plan, Article II, Non-Affiliated Employees to include the position of Energy & Facilities Manager (Grade 10).

The City Council scheduled this public hearing at their July 5, 2017 regular meeting. The public hearing was properly noticed in the *Valley News* on July 22, 2017 in accordance with City Code and State Law.

BACKGROUND

The full-time Energy & Facilities Manager position is a new position currently funded by monies available in the 2017 budget. A position description has been developed by the Interim City Manager and Human Resources. The position was duly evaluated and assigned to the appropriate grade and affiliation status.

The full-time position of Energy & Facilities Manager has been created in support of the City's Master Plan; specifically, Chapter 13, Energy. In brief, the position will be responsible for managing the City's Energy Plan and facility needs assessments and improvement plans, to include such responsibilities as increasing energy and cost savings for the City; improving the energy efficiency of municipal buildings; and exploring and implementing renewable energy options. Interim City Manager Paula Maville will discuss the position and answer any questions during the City Council meeting.

In order to amend Ordinance No. 18 Salary Plan (City Charter Section 419:25), three separate presentations and a public hearing must be held by the City Council, followed by the affirmative vote of at least two-thirds (6 members).

The first presentation was July 5th; the second was July 19th.

ACTION

The Council is requested to consider the following two motions:

PRESENTATION:

MOVED, that the Lebanon City Council acknowledges the third of three presentations to amend Ordinance No. 18, Salary Plan, Article II, Non-Affiliated

Employees, by amending the language of the current non-affiliated employees' compensation and classification schedule by adding the position of Energy & Facilities Manager, Grade 10.

RESOLUTION:

FOR THE PURPOSE OF amending Ordinance No. 18, Salary Plan, Article II, Non-Affiliated Employees.

NOW THEREFORE BE IT RESOLVED, that the Lebanon City Council amends Ordinance No. 18, Salary Plan, Article II, Non-Affiliated Employees, by revising the current non-affiliated compensation and classification schedule below to add the position of Energy & Facilities Manager, Grade 10 (change shown in red italics type):

Non-Affiliated Employees 2017 (1% General Wage Increase Effective December 25, 2016)						
Grade	Position Title	Hourly			Weekly	
		Minimum	Maximum		Minimum	Maximum
1	Clerk Typist	\$15.31	\$19.13	-	-	-
2	Library Custodian I	\$15.62	\$19.53		-	-
3	Library Clerk I	\$16.56	\$20.72		-	-
4	Accounting Clerk I	\$17.56	\$21.96		-	-
	Department Secretary I	-	-		-	-
	Library Clerk II	-	-		-	-
	Maintenance Custodian	-	-		-	-
	Parking Control Attendant	-	-		-	-
5	Accounting Clerk II	\$18.81	\$23.48		-	-
	Airport Maintenance Worker				-	-
	Assistant City Clerk				-	-
	Department Secretary II				-	-
	Library Assistant				-	-
6	Accounting Clerk III	\$22.54	\$28.21		-	-
	Administrative Secretary	-	-		-	-
	Assessing Clerk	-	-		-	-
	Deputy City Clerk	-	-		-	-
	Benefits Coordinator	-	-		-	-
	Communications Specialist	-	-		-	-
7	Administrative Assistant	\$23.46	\$29.35		-	-
	Assistant Human Services Director	-	-		-	-
	Library Technical Assistant	-	-		-	-
	Tax Collector	-	-		-	-
	Library Informational Technology Assistant	-	-		-	-

8	-	\$23.93	\$29.92	-	-
9	-	\$25.81	\$34.88	-	-
10	Human Services Director	-	-	\$1,136.38	\$1,533.97
	<i>Energy & Facilities Manager</i>				
11	City Clerk	-	-	\$1,250.33	\$1,687.73
	Deputy Finance Director	-	-	-	-
	Executive Assistant	-	-	-	-
12	Human Resources Director	-	-	\$1,274.83	\$1,721.41
	Deputy City Manager	-	-	-	-
	Prosecuting Attorney	-	-	-	-
13	Recreation Director	-	-	\$1,300.56	\$1,755.73
14	Airport Manager	-	-	\$1,326.91	\$1,791.25
	Assistant Fire Chief	-	-	-	-
	Library Director	-	-	-	-
15	Assistant Director/Public Works	-	-	\$1,353.64	\$1,893.03
	Chief Assessor	-	-	-	-
	Deputy Police Chief	-	-	-	-
16	Chief of Police	-	-	\$1,525.37	\$2,200.80
	Director of Public Works	-	-	-	-
	Finance Director	-	-	-	-
	Fire Chief	-	-	-	-
	Director of Planning and Zoning	-	-	-	-

Included in this Section:

1. Notice of Public Hearing as published in the July 22, 2017 Edition of the *Valley News*

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July 24, 2017



**LEBANON CITY COUNCIL
NOTICE OF PUBLIC HEARINGS
Council Chambers, City Hall
Wednesday, August 2, 2017
7:00 pm**

The Lebanon City Council will hold public hearings on August 2, 2017, beginning at 7:00 p.m. in Council Chambers for the following:

A. AMEND ORDINANCE NO. 18, SALARY PLAN – A public hearing for the purpose of receiving public input and taking action to adopt proposed amendments to Ordinance No. 18, Salary Plan, Article II, Non-Affiliated Employees by including the position of Energy & Facilities Manager (Grade 10).

B. HOUSING AND PUBLIC FACILITIES CDBG APPLICATION FOR TWIN PINES HOUSING TRUST, TRACY STREET, WEST LEBANON – Public hearings for the purpose of receiving public input and taking action on a Community Development Block Grant (CDBG) application proposed by the City of Lebanon to the NH Community Development Finance Authority (CDFA). Counties and Communities can apply for up to \$500,000 annually on a competitive basis for housing and public facilities, \$500,000 for economic development, and \$500,000 for emergency activities that directly benefit low and moderate income persons. Up to \$12,000 is available for feasibility study grants. The proposal to be heard includes:

1. A Public Hearing for the purpose of receiving public input and taking action on a proposed Housing and Public Facilities grant application for up to \$500,000 in CDBG funds (to be sub-granted to Twin Pines Housing Trust) for the construction of a 29-unit housing development on Tracy Street, West Lebanon; and to authorize the City Manager to sign, submit, and execute any documents which may be necessary to effectuate the CDBG Application.

2. A Public Hearing for the purpose of receiving public input and taking action to adopt the City of Lebanon Anti-displacement and Relocation Plan for Twin Pines Housing Trust.

The August 2, 2017 City Council agenda package will be available in City Hall and on the City's website (www.lebanonnh.gov) beginning July 28, 2017. Documents are available now and may be reviewed in the office of the City Clerk Monday through Friday from 8:00am to 4:30pm.

Any person with a disability who wishes to attend this public meeting and needs additional accommodations, please contact the ADA coordinator at City Hall by calling 448-4220 at least 72 hours in advance so that the City can make any necessary arrangements.

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The foregoing notice was published in the *Valley News*, a newspaper of general circulation in the City of Lebanon, in accordance with the Code of the City of Lebanon on Saturday, July 22, 2017


Sandra L. Allard, City Clerk

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